

INSTRUCTIONS FOR ELECTRONIC COMPLETION OF UNACCOMPANIED GUEST FORM

1. **Download and save the document to your desktop, adding your last name to the document name.** Do not complete the form in your browser, as this information will not save. The save/download button may be in various locations, depending on your browser. Hover over the icons until you see save or download.
2. Type the relevant information directly in the document.
3. Save the file again.
4. Attach the file in an email and send to Sandcastle@kica.us.

INSTRUCTIONS FOR MANUAL COMPLETION OF FORM

1. Print the document.
2. Complete the document in ink, including signatures.
3. Mail the form with to:
Sandcastle Community Center
1 Shipwatch Road
Kiawah Island, SC 29455

If you have any questions before completing the form, please contact Sandcastle staff at Sandcastle@kica.us or 843-768-3875.



UNACCOMPANIED GUEST APPLICATION

Instructions: Unaccompanied guests are siblings, aunts, uncles, nieces, nephews, cousins and personal friends of the property owner. Please complete the following and submit **one form per household**, unless you need additional space.

(Please print legibly)

Today's Date: _____

Term Pass: Dates of Stay: _____ Annual Pass (see reverse): Year _____

Member's Name: _____

Member's Kiawah Address: _____

Member's Day/Mobile Phone

Member's E-mail

Guest's Day/Mobile Phone

Guest's E-mail

I hereby authorize the following unaccompanied guests to use the facilities at the Sandcastle Community Center. I acknowledge my guests are not short-term renters (less than nine months) and that they are subject to the following *terms and conditions (including fees in effect at time of use)*:

Please list the names of expected guests, along with ages of children under 13. There is a limit of five unaccompanied adults per visit.

Guest's Name	Relationship to Member	Age if under 13

I have read, understand, and agree to the *Sandcastle Community Center Unaccompanied Guest Application* terms and conditions herein, in my own behalf and on behalf of my guests. I will provide my guests with a copy. My failure to do so does not constitute a waiver of responsibility on behalf of my guest(s). My typed signature below constitutes my signature.

Member's signature

Date

Return form to:

KICA Sandcastle Community Center
1 Shipwatch Road
Kiawah Island, SC 29455

Sandcastle@kica.us
www.kica.us
843-768-3875
Fax: 843-768-3889

(Over)

SANDCASTLE UNACCOMPANIED GUEST APPLICATION (continued)
Unaccompanied Extended Family and Friends

Terms and Conditions

- 1) Unaccompanied extended family and friends of KICA members in good standing qualify as guests and are welcome to visit the Sandcastle. "Guests" are visitors invited to a member's property to which the member is extending hospitality during the course of their short-term visit and there is no exchange of any consideration, monetary or otherwise, relating to the visit. The term "guests" does not include renters, lessees, licensees, timeshare members, vacation club members or any other person who has paid, bargained or bartered for the right to use the member's property on a short-term basis. Members pre-register their guests using this application.
- 2) Each guest will be issued a guest pass for the duration of stay. Annual passes are also available for unaccompanied guests who will use the facility very frequently. Annual passes are limited to five per year. Adult guests will be asked to provide photo identification on each visit.
- 3) Unaccompanied guests, with the exception of siblings, are unable to access Sandcastle facilities for seven days before and seven days after a major holiday. Major holidays are Easter, Memorial Day, July 4, and Labor Day.
- 4) Unaccompanied guests are subject to all applicable fees in effect at the time of visit. Please ask Sandcastle staff for a fee schedule. Please refer to fitness center section herein for full terms and details.
- 5) Your guest's charges will be applied to your account and are payable within 30 days of receipt.
- 6) Each member may sponsor a maximum of five guests age 13 and above per visit.
- 7) Each member is limited to two unaccompanied guest requests per month.
- 8) Guests may park in the Sandcastle parking lot when displaying valid member guest passes. Unauthorized vehicles are subject to towing at owner's expense and liability.
- 9) Short-term renters/vacationers are not eligible guests and cannot be admitted. A short-term renter/vacationer is an island visitor who is paying to rent a unit for any period of time less than nine months.
- 10) KICA reserves the right to change these regulations at any time without notice. Fees and regulations in effect at the time of visit apply.
- 11) Member and guests agree to protect, defend, indemnify and hold KICA and its directors, employees, and agents harmless from and against any and all losses, claims, obligations, demands, liabilities, costs, assessments, damages and expenses (including attorneys' fees and expenses) asserted by reason of, resulting from or in connection with any and all of the following:
 - a) Any bodily injury, death or damage to property (including KICA's property) caused by any negligent act or omission (including strict liability), gross negligence or willful misconduct relating to or arising out of the indemnitor's use of KICA's property, the use of KICA's property by anyone directly or indirectly employed by indemnitor, including subcontractors, or by anyone associated with indemnitor whose acts may give rise to liability;
 - b) Any third-party claims with respect to bodily injury, death or property damage arising out of indemnitor's use of KICA's property, the use of KICA's property by anyone directly or indirectly employed by indemnitor, including subcontractors, or by anyone associated with indemnitor whose acts may give rise to liability; and
 - c) Any claims with respect to employer's liability or worker's compensation filed by any employee of indemnitor or any of its subcontractors.
- 12) Guests are subject to all association covenants, rules and regulations, available for review upon request. Violations can result in suspension of guest privileges, in the sole discretion of KICA management.